



MINUTES

From the meeting of Project Coordinator with Contact Persons of High Education Institutions from Serbia, held of 3rd April 2015, in Business and Technical College of Applied Studies in U#ice, at 11 am.

The meeting was attended by: Neda Nedović, Milutin Đuričić, Marija Mandarić, Dragan Stojanović, Miloš Jovanović, Nenad Milutinović.

The following agenda is unanimously adopted

AGENDA

1. Writing Intermediate Report on implemented activities
2. Analysis of implementation of new study programs, accredited within MHTSPS TEMPUS project
3. Analysis of conducted preparatory activities at partner HEI's related to textbooks design (procedure, distribution, design of textbooks...)
4. Implementation purchased equipment
5. Consultation with Financial Management of MHTSPS TEMPUS project
6. Analysis of implemented activities
7. Analysis of implemented training for employees in Tourism and coordination of activities regarding future training courses and dissemination possibilities.

The session started at 10:00 am.

Milutin Đuričić, PhD, Coordinator of MHTSPS TEMPUS project informed all participants to submit Intermediate Report on implementation until 8th May 2015 and recommended to send all participants informations about the form and required content of Intermediate Report and about adjustment of costs (travel and staff costs of stay).

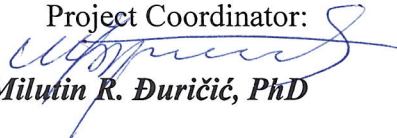


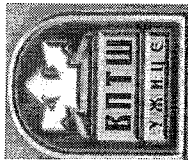
Marija Mandarić, PhD, FHIT Vrnjačka Banja and Dragan Stojanović, MSc, HBS Leskovac analyzed the process on accreditation of a study programme within their High Education Institutions.

The first published textbooks in the framework of MHTSPS TEMPUS project, Ecology and Tourism - Ljiljana Trumbulović, PhD, BTC Užice is presented. It is very important to find quality reviewers and in the future, five copies of all published textbooks should be delivered to Coordinator of MHTSPS TEMPUS project.

There was no submitted offers for equipment procurement.

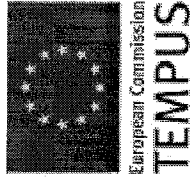
The meeting ended at 1:00 pm.

Project Coordinator:

Milutin R. Đuričić, PhD



MODERNIZATION AND
HARMONIZATION OF TOURISM
STUDY PROGRAMMES IN SERBIA

Vz
mhtspos



REGISTRATION LIST

Of the attendees of the meeting between the Project Coordinator and contact persons from the partner higher education institutions from Serbia

April 3rd, 2015; 11:00 AM
Room 301, Business Technical College of Vocational Studies, Užice

No.	Name and Surname	Institution	Signature
1.	Nada Nedovic	Business Technical College of Vocational Studies, Užice	
2.	Milutin Djuricic	Business Technical College of Vocational Studies, Užice	
3.	Marija Mandaric	University of Kragujevac, Faculty of Hotel Management and Tourism, Vrnjaska Banja	
4.	Dragan Stojanovic	Business College of Vocational Studies, Leskovac	
5.	Milos Jovanovic	Business Technical College of Vocational Studies, Užice	
6.	Nenad Milutinovic	Business Technical College of Vocational Studies, Užice	
7.			
8.			
9.			



AGENDA ZA SASTANAK KOORDINATORA TEMPUS PROJEKTA SA KOORDINATORIMA IZ VISOKOŠKOLSKIH USTANOVA IZ SRBIJE

Sastanak će se održati u sali 301 Visoke poslovno-tehničke škole u Užicu

u petak 03.04.2015. godine u 11 sati

Sastankom rukovodi prof. dr Milutin R. Đuričić, koordinator Tempus projekta

	Tačka dnevnog reda	Izvestioci
1.	Pozdravna reč	<i>Prof. dr Nada Nedović</i>
2.	Dogovor o pisanju Srednjeročnog izveštaja za TEMPUS projekat	<i>M.R. Đuričić D.Stojanović M.Mandarić</i>
3.	Informacija o toku akreditacije studijskih programa na VŠU – učesnicama na TEMPUS projektu.	<i>D.Stojanović M.Mandarić</i>
4.	Pojašnjenja vezana za izdavanje Udžbenika (procedura/ugovori, saglasnost na rukopis, izgled udžbenika, raspodela udžbenika...)	<i>M.R. Đuričić</i>
5.	Informacija o realizaciji nabavke opreme	<i>M.R. Đuričić</i>
6.	Pitanja i predlozi - Finansijski menadžment (konsultacije u vezi isplate honorara, vođenja evidencije dokumentata u različitim godinama i dr., dileme u vezi koofinansiranja i popunjavanja obrazaca) - Analiza pojedinih aktivnosti (ko i kako sprovodi, šta je ishod, izveštaj da li ga ima ili nema) - Obuka za zaposlene (IT i engleski jezik) - Aktivnosti iz paketa br. 2 (dileme)	<i>M.R. Đuričić N.Milutinović M.Mandarić D.Stojanović M.Jovanović</i>

U prilogu Vam dostavljam Formu srednjeročnog izveštaja.

Koordinator TEMPUS projekta:

Prof. dr Milutin R. Đuričić